

TS-EAS - EAC-CPF team

Place: Virtual meeting, Zoom

Date: Thursday, 7 July 2022, 7am Boston/1pm Berlin/9pm Melbourne

Participants: Ailie, Karin, Kerstin, Marie, Mark, Silke

Excused: Anna-Maria, Iris

Minutes

- Preparation for EAC-CPF revisions release
 - Announcement on 3rd of August
 - [SAA Technical Subcomm on Encoded Archival Standards + EAS Section](#) (2022 Meeting)
 - revision announcement slides will be prepared by Marie and Silke (Karin provides a link)
 - EAC-CPF subteam lead hand over from Silke to Marie at this meeting
 - Standards Committee regarding outreach and announcement
 - Lists for distribution of announcement
 - Text for announcement: needs to be ready for Outreach team end of July
 - add link to TL introduction
 - add link to Revision notes and homepage
 - add infos on additional tools, like schematron
 - add infos on forthcoming webinars
 - add a thank you for involved people
 - Text for homepage:
 - update [Revision notes](#) text and pages until 27 July
 - update Schema and Tag Library page until 27 July
 - add IDs to html heading in order to link from BPG to a chapter
 - Silke organizes a virtual meeting with Anna-Maria and, if possible, Marie about the website changes
 - Webinar TBD (need at least two time zones; volunteers to lead/speak)
 - Marie will be involved, also Karin
 - wait after EAD face to face meetings --> probably week 38, no earlier than 19 September 2022
 - no later than US Thanksgiving (24 November 2022)
- Best Practice Guide
 - Migration to [GitHub](#) is work in progress by Iris
 - Ailie drafted an introduction for BPG within the draft document
 - BPG must not be finalized until beginning of August, but some content needs to be there
- Any other business
 - Tag Library is nearly done, only little changes in examples until 10 July, so Ailie can forward the TL to Alex for pdf and html production
- Next meeting

- planned: Thursday, 4 August 2022 --> Marie is considering to cancel this meetings due to the SAA Technical Subcomm on Encoded Archival Standards + EAS Section meeting the day before